

MEETING #30 - September 13

At a Regular Meeting of the Madison County Board of Supervisors on September 13, 2016 at 4:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chairman
Jonathon Weakley, Vice-Chairman
Robert Campbell, Member
Charlotte Hoffman, Member
Daniel J. Campbell, County Administrator
V. R. Shackelford, III, County Attorney
Mary Jane Costello, Interim Finance Director
Jacqueline S. Frye, Deputy Clerk

ABSENT: Kevin McGhee, Member

Agenda Items:

Call to Order

Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum/Adopt Agenda:

Chairman Jackson noted that Supervisor McGhee will be absent from today's session; a quorum was noted as being present.

Chairman Jackson noted that Mary Jane Costello, Finance Director, will provide a "year to date" report during the Finance portion of today's meeting.

Supervisor Campbell moved the Board adopt today's Agenda as amended, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, Hoffman. Nays: (0). Absent: McGhee.*

2. Public Comment:

Chairman Jackson opened the floor for public comment.

The following citizen(s) provided public comment:

- ✓ Anne Ridgeway: Provided concerns about a dangerous traffic situation on Oak Park Road (section where road connects to Route 15 at Locust Dale); also noted that the area involves a steep hill and a blind hill, and that there is a steep embankment on either side; the distance from the top of the hill to the stable entrance (Locust Hill Stables) doesn't give drivers enough time to stop safely if they were to encounter a vehicle pulling out onto the road; questioned if VDOT can perform a highway study in order to help prevent a future tragedy on this particular section of roadway

Comments from the Board:

- Supervisor Campbell: Questioned the type of 'private entrance' in place (i.e. farm [recessed] or a normal household entrance

Ms. Ridgeway advised that the existing entrance is a 'wide farm entrance', but noted that traffic can see coming from the opposite direction, but when coming down the hill and unaware of a farm entrance, traffic can't see the area clearly.

- Chairman Jackson: Noted that the County could request VDOT to perform a speed study of the area in question (as suggested by the County Administrator); concerns could be relayed onto Joel DeNunzio, Residency Administrator, for advisement and review; additional discussion on this matter will take place later in today's meeting session

With no further comment being brought forth, the session was closed.

3. Constitutional Officers: None

4. County Departments:

a. Emergency Operations Plan Resolution (#2016-8): Robert Finks, Director of Emergency Communications, was present and advised that the resolution represents the County's emergency operations plan that the State requires to be updated every four (4) years; extensive updates were initiated to this year's plan and were reviewed by the State representatives. In closing, he noted that the updated plan is ready for adoption by the County.

The County Administrator noted that the document has been revised and contains a basic section for all specific functional areas; this information will be shared (by Robert Finks) with various departments/agencies. In closing, he recommended the Madison County Board of Supervisors approve tonight's resolution, as required by the State.

Supervisor Weakley moved the Board approve Resolution #2016-8, as presented, seconded by Supervisor Hoffman.

Discussion:

- *Supervisor Weakley: Thanked Mr. Finks and participating personnel for the time and effort provided to put the updated EOP together*

Ayes: Jackson, Weakley, Campbell, Hoffman. Nays: (0). Absent: McGhee.

5. Committee/Organization Reports

a. Woodberry Forest School/IDA Bond Resolution: Kenny Deane was present on behalf of Woodberry Forest School, and advised that a meeting was held during the past week with the Madison IDA Board to attain approval to refinance a \$42,000,000.00 in bonds; the school is situated in Madison County, although the location borders Orange County boundaries; the school employs about 211 full-time employees, with almost half of them residing within Madison County; the facility currently serves 399 students (421 applications were received). At this time the school is asking the Madison County Board of Supervisors to approve tonight's resolution as passed by the Madison Industrial Board.

The County Attorney reiterated the fact that the bonds do not present any type of obligation to Madison County, the Madison IDA Board, or the Commonwealth of Virginia, and will be 'backed' by Woodberry Forest School. Additionally, he advised that about half of the bond issue will be refinanced with Bank of American, with the remaining being funded through a public bond issue; the existing application includes the reissuance of five (5) bonds. The current low interest rate offers an incentive for refinancing, and the school has gotten indications from its financial advisors that the issuance rate will be most favorable compared to the existing rate. In closing, he advised that the County's single role is to approve tonight's Resolution, which authorizes the bonds and clarifies that the refinancing isn't an obligation to Madison County, the Commonwealth of Virginia, or to the Madison IDA Board. The Madison IDA will serve as a conduit for the bond issue. A recent meeting was held of the Madison IDA (September 6th) and they passed an inducement resolution. The next meeting of the Madison IDA Board will call for discussion/approval of all legal documents pertaining to the request. He noted there are various council involved (about five), all of whom specialize in this sort of bond issuance project. He also noted that there are 'caps' to bank financing, but this particular financing project doesn't have any 'caps' (usually \$2,000,000.00) and would affect any bond issues the locality may desire to do. Advised that a detailed application (from Woodberry Forest School to the Madison IDA Board) is on file in the County Administrator's office

Comments from the Board:

- *Supervisor Campbell: Verbalized concerns that the bonds being issued are done so on behalf of the Madison County Board of Supervisors as a 'governmental unit'*

Reference was made to page 2, item #3 of today's resolution that states:

"As required by Section 15.2-4909 of the Act, the 2016 Bonds shall provide that neither the County nor the Authority shall be obligated to pay the 2016 bonds or the interest thereon or other costs incident thereto except from the revenues and moneys pledged therefore, and neither the faith and credit nor the taxing power of the Commonwealth of Virginia, the County or the Authority shall be pledged thereto."

- *Supervisor Hoffman: Verbalized accolades regarding the Woodberry Forest School expansion*

Supervisor Campbell moved the Board approve Resolution #2016-10 (Woodberry Forest School/IDA Board), as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, Hoffman. Nays: (0). Absent: McGhee.*

b. Advanced Network Solutions – Bill Wisegarver: Bill Wisegarver was present to provide a power point presentation regarding the networking needs of Madison County. It was noted that ANS initiated services with Madison County in 2005; wireless solutions were installed along the Main Street from the Old ABC Building down to the Madison County Volunteer Rescue Squad Building; the wireless infrastructure was followed by an updated telephone system and computer system. Currently, ANS is looking at the County's PC infrastructure to assess what needs to take place. Information provided during today's presentation focused on:

- ✓ Environmental overview
- ✓ Domain controllers
- ✓ Number or organizational units
- ✓ Total number of enabled users/groups
- ✓ Disabling non-existing users
- ✓ Removal of specific computer software programs
- ✓ Determine total active computers (by operating system)
- ✓ Operating System Support
- ✓ Frequent change of passwords (every 60-90 days)
- ✓ Patching
- ✓ Risk & Issue Score

- ✓ Chart/Photo Title
- ✓ Options for 'in-house' mail service
- ✓ Retention process

Fees:

- ✓ Wireless/network mapping
- ✓ Fiber poles: \$15,000.00 - \$17,000.00 (in order to bring Thrift Road Building up to date)
- ✓ Refurbishment to reconnect with a new frequency: \$67,000
- ✓ Clean up costs: \$75.00 per hour for a total of thirty (30) hours: \$2,850.00
- ✓ Existing server should be at 'end of life within two (2) years
- ✓ Retention (years to keep items off server)
- ✓ New server: \$34,000.00 (life span of five-six [5-6] years)
- ✓ Cloud based product (\$8.00 per month per user)

Mr. Wisegarver also noted that ANS has been very successful in keeping much information available to all its clients; reiterated the need for improved wireless service to Thrift Road (due to the existing tree line) that could be accomplished if poles were in place that are higher than the existing trees by running fiber lines across the property where the old water tower used to be situated with a cost of about \$15,000.00 - \$17,000.00. The only alternative would be to install a seventy foot (70') pole on each side.

Additional suggestions included:

- ✓ A complete refreshed system be installed to reconnect everything
- ✓ The use of a new frequency within the public safety band
- ✓ Total cost for a redesign will be about \$67,000.00
- ✓ Focus on security protection (i.e. firewall) that will require an upgrade
- ✓ Costs to initiate improvements at Thrift Road could range from \$12,000.00-\$16,000.00 annually

In closing, he suggested that a contractual rating be initiated in order to keep up-to-date with necessary improvements on a regular basis. This process will keep the system running smoothly and effectively.

The County Administrator asked whether the three steps being focused upon should be initiated before moving onto costs of IT Services.

Mr. Wisegarver suggested the following steps be initiated:

- ✓ *Housekeeping Clean-up*
- ✓ *Network infrastructure*
- ✓ *Servers/Firewall*

With a strong emphasis on the first two items.

- *Chairman Jackson: Feels the overall clean-up of the system (with a cost of \$2,850.00) is definitely needed; suggested the Board refrain from making a decision today; feels the investment will be multi-tiered over several fiscal years and is a way to manage the county's overall IT structure*
- *Supervisor Weakley: Questioned if the \$67,000.00 (for Thrift Road) will include costs to run fiber to Old ABC Building*

Mr. Wisegarver noted that the price will include wireless service to the Old ABC Building, which will be an additional expense.

- *Supervisor Hoffman: Questioned if the proposed cost of \$67,000.00 would include the cost of initial clean-up*

Mr. Wisegarver noted that the price for clean up till include thirty (30) initial hours at a cost of \$95.00 per hour (total of \$2,850.00); also proposed that wooden utility poles be erected (to provide service at Thrift Road Office); advised that there isn't enough height on either building (i.e. Old ABC Building or Thrift Road) to raise the existing antennae high enough where it will be above the existing tree line.

- *Supervisor Campbell: Questioned the cost for the higher poles; also verbalized concerns about the overall cost to the citizens; noted current issues with accessing the County's server and emails*
- *Chairman Jackson: Feels the clean-up of the system (at a cost of \$2,850.00) is definitely needed and is a start in the right direction; noted that the Board can budget for other priorities (noted on today's list) accordingly*

After discussion, it was the consensus of the Board to:

- ✓ Review today's presentation packet
- ✓ Add this item to next month's meeting agenda
- ✓ Have the County Administrator to provide recommendations

In closing, Mr. Wisegarver advised that ANS, Inc. is willing to provide today's service to the County; however, during the interim, he feels the existing system will work as is, and advised that spare parts will be kept on hand.

- *Supervisor Weakley: Noted that he sees the existing telephone system as a capital item and should be addressed in upcoming budgetary discussions*

The Board thanked Mr. Wisegarver for attending today's session to provide the presentation.

The County Administrator advised that he will follow up on today's presentation.

7. Finance

Mary Jane Costello, Finance Director, advised that there is still a potential that some CSA claims for FY2016 may still be brought forth (excluding supplemental appropriations). The item noted in today's claims totaling \$41,452.00 (Madison County Volunteer Fire Company) is a past due item that relates to FY2016 (i.e. recorded in FY2016), but was paid in FY2017, and was actually approved (by the Board) at a prior meeting when presented as a supplemental appropriation.

a. August Claims Applicable to FY2017

\$ 45,205.75 (9'13'16)

\$138,157.88 (9'9'16)

\$ 2,821.26 (EFT)

\$186,184.89 (Total)

Questions from the Board Regarding Claims for 9'9'13 (\$138,157.88)

- ✓ Supervisor Hoffman: Questioned whether the claim for Envy Lawn Care was already paid during the past month
- ✓ Supervisor Campbell: Questioned the turnaround time for payment of invoices submitted by vendors

The County Administrator noted that the claim was for services provided at the Kemper House; the vendor was paid as the work was completed at each site.

The Finance Director advised that all bills submitted for payment (to the County) are processed quickly; the County actually agreed to pay the bill during the past month; today's documentation shows the actual payment being made; checks aren't cut without the Board's approval.

\$ 45,205.75 (9'13'16)

Supervisor Campbell moved the Board approve Claims for September FY2017 totaling \$186,184.89, as presented, seconded by Supervisor Weakley. *Ayes: Jackson, Weakley, Campbell, Hoffman. Nays: (0). Absent: McGhee.*

b. Supplemental Appropriation for Sheriff's Office- \$1,000.00: The Finance Director noted a necessary correction (i.e. should read "Maintenance Court Costs" and not 'PRA Cash Bal Distribution').

Terri Weaver, Office Manager, was present and advised that the claim relates to the Day Pro System (i.e. records management system) involving a debt of \$6,000.00 for software that wasn't provided as agreed – the vendor is now reimbursing the Sheriff's Office for a scheduled period of time (i.e. today's request is the 2nd of the applicable payment).

Supervisor Campbell moved the Board approve the supplemental appropriation for the Sheriff's Office totaling \$1,000.00 as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Weakley, Campbell, Hoffman. Nays: (0). Absent: McGhee.*

c. Year to Date Report: The Finance Director provided the Board with a copy of the year-to-date expenditure summary report for review and advisement.

8. Minutes:

a. #28 & #29

Chairman Jackson called for any corrections or amendments to Minutes #28 or #29.

Supervisor Campbell moved the Board approve Minutes #28 and #29 as presented, seconded by Supervisor Hoffman. *Ayes: Jackson, Campbell, Hoffman. Nays: (0). Absent: McGhee.*

9. New Business:

a. Draft Legislative Issues: The County Administrator suggested the Board members review the draft legislative issues as compiled by Mr. Eldon James, on behalf of VACo Region 7; Mr. James is planning to attend the October 11th Regular Meeting (#2) to discuss legislative matters.

The County Administrator also encouraged the Board to review today's documentation and be prepared to present ideas/concerns to Mr. James that are deemed to be of great importance to Madison County and suggested these items be presented during the upcoming session of the General Assembly.

Specific items identified in today's documentation focused on:

- ✓ Transportation (evolution of VDOT and localities)
- ✓ Broadband (current interest by the Board)
- ✓ CSA (urge state not to change funding formulas)
- ✓ Chesapeake Bay Restoration
- ✓ Storm water Management
- ✓ Alternative On-site Septic Systems
- ✓ Water Supply
- ✓ State funding for local and regional jails
- ✓ Education funding (decrease in funding for grades K-12 during the past few state budget cycles)
- ✓ Local land use authority
- ✓ Economic & Workforce Development

In closing, he noted that Mr. James desires to meet the Board to discuss items of interest.

b. Speed Study – Oak Park Road: Chairman Jackson noted that the Board has heard from the citizens tonight regarding this matter.

The County Administrator advised that in discussing the issue of costs for a speed study, Mark Nesbit of VDOT noted that the locality will not have to pay for the study. During a discussion with Joel DeNunzio, Residency Administrator, he advised that a 'hybrid' speed study could be initiated and will place less burden on VDOT staff to conduct. In closing, he noted that tonight's presentation referenced trucks entering a specific portion of the roadway.

Erik Weaver, Sheriff, was present and advised that VDOT has reduced funding previously allocated for the cutting of vegetation in various areas, and feels the removal of overgrown vegetation would greatly increase visibility in the proposed problematic area.

Comments from the Board:

- *Supervisor Weakley: Questioned whether the County could present safety concerns; a prior member of the County's Transportation Committee referred to the narrowness of parts of the area in question; also advised there are eroding shoulders present*
- *Supervisor Campbell: Raised a question as to whether the entrance (in question) is a large farm entrance; also noted that some citizens try to get the government to do everything for them; feels there is an amount of personal responsibility on the part of the citizens pertaining to safety matters*
- *Chairman Jackson: Suggested the County Administrator contact Joel DeNunzio, Residency Administrator, to assess what steps can be taken in order to get today's concerns assessed (i.e. installation of signage, trimming, etc.)*

After discussion, it was the consensus of the Board to request the County Administrator proceed with the aforementioned suggestion and provide feedback.

The County Administrator asked the Sheriff if there was a history of serious accidents having occurred in the area of concern, to which the Sheriff advised that he didn't, but a portion of the roadway (near the Johnson Farm) is very narrow.

Michael Mosko, PC member, was present and advised that Twyman's Mill Road is now closed due to renovations, which has caused an increase in traffic on the Oak Park Road traveling to Route 15.

10. Old Business:

a. Town Hall Meeting – October 27th: Chairman Jackson advised of the desire to schedule another Town Hall meeting with the Madison County School Board on October 27th, and invited the Sheriff and Commonwealth Attorney to attend.

Due to a family commitment, the Sheriff noted that he will be unavailable to attend.

Supervisor Campbell asked Gracie Brooks, Reporter, whether she'd be allowed to publish an article in the local newspaper to increase public attendance and participation, to which she advised that the meeting notice will be published in the community calendar, but noted that it would be advantageous to have a 'theme' or agenda to outline any specific topics to be discussed during the meeting session.

Chairman Jackson urged all Board members and School Board members to encourage the citizens to attend and participate.

After discussion, it was the consensus of the Board to invite the Commonwealth Attorney to attend the session; the Sheriff will be asked to attend the next scheduled town hall meeting session.

b. Update on Spay/Neuter Project: Greg Cave, ACO, was present to provide highlights on the spay/neuter project recently offered to citizens, and provided the following highlights of the project:

Coupons for the event were sold out very quickly

The event was extremely successful (i.e. total of 23 felines spayed/neutered and 10 canines)

Citizens were very well pleased with the program

Phone calls are being received to question if the program will be offered again in the spring

In closing, Mr. Cave advised that a call was also received from Channel 29 News to see if the County will continue to offer the spay/neuter program.

The County Administrator advised that names of all the animals that received services are on hand, if anyone would like to see the list of recipients that received services.

Comments from the Board:

- *Supervisor Campbell: Noted that the shelter volunteer that worked at the recent Taste of the Mountains Festival did a fantastic job on behalf of the County and suggested the individual be recognized*
- *Supervisor Weakley: Questioned if those interested in receiving future services will be added to a waiting list; expressed gratitude that owners are willing to be responsible; also noted that the shelter volunteer was recognized at a past Christmas banquet for her time and effort*
- *Chairman Jackson: Questioned how many owners of pets that received spay/neuter services appeared to be responsible pet owners*

Mr. Cave advised that, in his opinion, all pet owners that participated in the recent spay/neuter project appeared to be responsible pet owners.

11. Public Comment:

Chairman Jackson opened the floor for public comment.

The following citizen(s) provided public comment:

- ✓ Michael Mosko: Suggested the town hall meeting agenda be expanded to include the Commonwealth Attorney and perhaps someone from the Department of Natural Resources to answer citizen concerns; suggested a letter be written to the newspaper to include questions that could be presented, which might encourage citizens to participate.
- ✓ Clarissa Berry (Commonwealth Attorney): Advised that she could talk to the game warden (Department of Game & Inland Fisheries) about attending (due to the upcoming hunting season).
- ✓ Bob Chappell (Madison County School Board) suggested that the upcoming town hall meeting be added to the marquee at the front of the high school; also noted that signage placed along Main Street to publicize a recent event yielded an extensive turnout; also questioned if the County is familiar with publicizing events through Facebook, and offered to set up a page for the upcoming event, should the Board so desire.
- ✓ Robert Legge: Suggested the Board establish some subject matter for the upcoming town hall meeting; referred to the legislative agenda and suggested some community support be incorporated along with topics the Board feels will support the locality; also suggested the Board publicize ideas for the legislative agenda and urge community support; feels that the community should be encouraged to become engaged in lobbying efforts as a means of advising legislative representatives what the citizens would like to see passed; also referred to redistricting reform in the state, uncontested elections, and a resolution that has been organized for the next redistricting reform in Virginia (will forward to the County Administrator), and advised that he'd like to see redistricting reform taken out of the politician's hands.

Comments from the Board:

- *Supervisor Campbell: Verbalized disfavor of the Board becoming involved with legislative processes in Richmond; feels that involvement will lead to ramifications if the Board tries to push toward either legislative (Democrat/Republic) side; feels that (in his opinion), the Board represents 100% of the County's citizens in an 'at large' capacity; feels the Board can make suggestions (to Richmond) regarding local issues (i.e. CSA, school, etc.); suggested the citizens be encouraged to become more active in the political process at all levels (i.e. state and local)*

12. Information/Correspondence:**Madison County School System**

Supervisor Hoffman noted that Gracie Brooks, Reporter, was recently recognized by the Madison County School Board for the "Media Honor Roll."

Chairman Jackson advised that 39% of the 11th and 12th graders at the Madison County High School are enrolled in dual enrollment courses, which is a great advantage to the school system.

Broadband Committee

Supervisor Weakley advised that an initial meeting is being planned for the Broadband Committee and encouraged anyone desiring to attend or become a member to please attend; thanked the Superintendent for allowing the committee to meet in the school's conference room at the School Board Area for its initial kick-off meeting.

13. Adjournment:

With no further action being required, on motion of Supervisor Campbell, seconded by Supervisor Weakley, Chairman Jackson adjourned tonight's meeting. *Ayes: Jackson, Campbell, Hoffman. Nays: (0). Absent: McGhee.*

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors

Adopted on: September 27, 2016

Copies: R. Clay Jackson, Jonathon Weakley, Robert Campbell, Kevin McGhee, Charlotte Hoffman, V. R. Shackelford, III,
Constitutional Officers



Agenda
Regular Meeting
Madison County Board of Supervisors
Tuesday, September 13, 2016 at 6:00 p.m.
County Administration Building, Auditorium
414 N. Main Street, Madison, Virginia 22727

**Call to Order****Pledge of Allegiance & Moment of Silence**

- 1. Determine Presence of a Quorum / Adopt agenda**
- 2. Public Comment**
- 3. Constitutional Officers**
- 4. County Departments**
 - a. Emergency Operations Plan Resolution (#2016-8)*
- 5. Committee/Organizations**
 - a. Woodberry Forest School/IDA Bond Resolution*
 - b. Advanced Network Solutions – Bill Wisegarver*
- 6. Finance**
 - a. Claims for September Applicable to FY2017*
 - b. Supplemental Appropriation for Sheriff's Office*
 - c. Year to Date Report*
- 7. Minutes:**
- 8. #28, #29**

9. New Business:

- a. Draft Legislative Issues*
- b. Request for Speed Study – Oak Park Road*

10. Old Business:

- a. Town Hall Meeting – October 27th*
- b. Update on Spay/Neuter Project*

11. Public Comment**12. Information/Correspondence (if any)****13. Adjournment**

AMENDMENTS DENOTED IN ROYAL BLUE WITH YELLOW HIGHLIGHT